

**PHYSICAL THERAPIST AFFILIATED CREDENTIALING BOARD
OCTOBER 8, 2009
MINUTES**

PRESENT: Enid Mistele; Larry Nosse; Mark Shropshire; Jane Stroede; and Michele Thorman

STAFF: Jeff Scanlan, Bureau Director; Michael Berndt, General Counsel; and Kimberly Wood, Bureau Assistant

GUESTS: None.

CALL TO ORDER

Mark Shropshire, Board Chair, called the meeting to order at 8:36 a.m. A quorum of five (5) members was present.

APPROVAL OF AGENDA

Amendments:

- After Item “B” (open session) Edit the item titled: “Election of Officers for 2010* Chair, Vice Chair and Secretary” include the following notation:
 - *Note** Based on Board action item noted above the Physical Therapist Affiliated Credentialing Board may choose to elect officers for 2010 or delay election to first meeting of 2010
- After Item “E” (closed session) Under: “Deliberation of Monitoring Reports Received in the Bureau After Mailing of the Agenda” ADD:
 - Kristi Knutson, PTA – Requesting Full Licensure

MOTION: Jane Stroede moved, seconded by Larry Nosse, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF JULY 9, 2009

MOTION: Enid Mistele moved, seconded by Larry Nosse, to approve the minutes of July 9, 2009 as published. Motion carried unanimously.

WELCOME AND INTRODUCTION OF NEW BOARD MEMBER

Mark Shropshire announced the appointment of a new member Michele Thorman and welcomed her to the Board. Introductions between Michele Thorman and the Board were shared.

ELECTION OF OFFICERS FOR 2010

The Board discussed whether to hold elections at this meeting or whether to hold elections at its first meeting in 2010. The Board was informed that the Department has requested that elections of officers be held in the fall (officers would not assume their respective positions until January 2010) as opposed to conducting elections at the first meeting of a Board in any given year. The purpose for this request was to identify the attendees of the Department's Board Chair training. The Board Chair training will include attendance of chairs and vice chairs for the boards under the purview of the Department. A reception will be held on December 3, 2009 and the Board Chair training will be conducted in Madison, WI on December 4, 2009.

The Board then discussed the rotation of the Board Officers which has been utilized in prior years. Discussion moved to appointments for the positions occupied by Larry Nosse and its relation to the election of officers. Larry Nosse advised the Board that while his term has expired, he was willing to continue to serve until a successor could be appointed.

MOTION: Jane Stroede moved, seconded by Enid Mistele, to nominate Mark Shropshire as Board Chair. Mark Shropshire was elected by unanimous vote.

Mark Shropshire, Chair, called three times for other nominations.

Mark Shropshire was re-elected as Board Chair.

MOTION: Enid Mistele moved, seconded by Larry Nosse, to nominate Jane Stroede as Vice Chair. Jane Stroede was elected by unanimous vote.

Mark Shropshire, Chair, called three times for other nominations.

Jane Stroede was re-elected as Vice Chair.

MOTION: Enid Mistele moved, seconded by Larry Nosse, to nominate Michele Thorman as Secretary. Michele Thorman was elected by unanimous vote.

Mark Shropshire, Chair, called three times for other nominations.

Michele Thorman was elected Secretary of the Board.

2010 ELECTION RESULTS	
Board Chair	Mark Shropshire
Vice Chair	Jane Stroede
Secretary	Michele Thorman

BOARD APPOINTMENTS

Mark Shropshire made the following Board Appointments:

- Screening Panel: Enid Mistele, Jane Stroede (Michele Thorman – Alternate)
- Credentialing Liaison(s): Jane Stroede, Michele Thorman (Larry Nosse – Alternate)
- Legislative Liaison: Jane Stroede (Mark Shropshire – Alternate)
- Division of Enforcement Monitoring Liaison: Jane, Stroede (Enid Mistele - Alternate)
- Examination Panel: Professional Members of Board
- Digest Advisor: Larry Nosse, Mark Shropshire
- Impaired Provider Program Liaison: EnidMistele, Jane Stroede
- Practice Question Procedure and Board Contact(s): Larry Nosse, Michele Thorman (Mark Shropshire – Alternate)
- Travel Liaison: Mark Shropshire (Board Chair)
- Education Liaison: Michele Thorman, Jane Stroede (Larry Nosse – Alternate)

(It was noted that these appointments are effective immediately continuing through 2010. A printed copy of the new Board assignments was distributed to the members of the Board.)

ADMINISTRATIVE REPORT JEFF SCANLAN, BUREAU DIRECTOR

Renewal Date Changes and CE Requirements

Michael Berndt provided information to the Board concerning a change in the new renewal schedule, which was initiated by the enactment of Wisconsin Act 28, the state budget.

The Board was advised that changes in renewal dates were made by the Legislative Fiscal Bureau in order to evenly distribute revenue throughout a two-year time frame. As a result of the renewal date changes it was necessary to pro-rate both the existing continuing education (CE) requirements and the existing renewal fees. The Board reviewed a chart which outlined the pro-rating to the various CE requirements and renewal fees, and that provided the new renewal dates set forth in the state budget, for the Medical Examining Board and its affiliated Boards, Committees and Council. The pro-ratings made to the fees and CE requirements would only be effective on the first renewal under the new renewal date schedule and every renewal thereafter would be subject to renewal fees and CE requirements as outlined on the Department's website. The new renewal date for physical therapists and physical therapist assistants is 2/28/2011 with pro-rated CE requirements of 20 and 13 hours respectively. The ethics and jurisprudence requirement was not reduced or pro-rated and remains at 4 hours.

DRL MEB Staffing and DOE Staff Transitions

The Board reviewed a memo from Secretary Celia Jackson, regarding its affiliation with the Medical Examining Board and its newly created bureau. Michael Berndt advised that with legislation, which was included in the state budget, the Medical Examining Board had its own bureau created within the Department. The Medical Examining Board and its Affiliated Credentialing Boards, Committees and Councils will have dedicated staff within the Department to handle its regulatory business. The Division of Enforcement will undergo transition as some of its existing staff were identified for transfer to the new bureau. The Board was then informed of new staff positions resulting from this new bureau.

Discussion on How to Publicize the PTACB Position on Scope of Practice Related to Dry Needling from July 9, 2009 Meeting

Mark Shropshire briefly reviewed background relating to the Board's position on dry needling. The Board then discussed the best methods of communicating its position. It was determined that this information should be posted in the Department website on the PT/PTA "Practice Question" and "What's New" pages.

DRL table at the WPTA Conference on October 8, 2009

The Board noted that Gail Sumi, Division of Board Services – Administrator, is participating at the Wisconsin Physical Therapy Association Fall Conference in Middleton, WI on behalf of the Department.

Update on the Status of 2009-10 Assembly Bill 275

Jane Stroede testified at a hearing relating to 2009-10 AB 275. She reported to the Board regarding her experience at this hearing.

Consideration of 2010 Meeting Dates

The Board reviewed the proposed 2010 meeting which have been scheduled for March 11, 2010; July 8, 2010; and October 7, 2010.

MOTION: Jane Stroede moved seconded by Michele Thorman, to adopt the 2010 meeting dates as presented. Motion carried unanimously.

REPORT FROM THE 2009 FEDERATION OF STATE BOARDS OF PHYSICAL THERAPY (FSBPT) ANNUAL MEETING

Mark Shropshire reported to the Board regarding his experience at the 2009 FSBPT Annual Meeting. Mr. Shropshire indicated that FSBPT is revising the model practice act to address tele-rehabilitation and PT intervention. He also noted to expect issues relating to continued competency and continuing education in the future.

CREDENTIALING LIAISON REPORT – LARRY NOSSE, JANE STROEDE

Consideration of Questions Encountered in Applying the PT Statutes and Administrative Rules

Larry Nosse reviewed a document with the Board which outlines the idiosyncrasies in the credentialing process and questions which have arisen during application review. This information was developed as a reference tool for application issues. The Board felt that this information should be converted to another format and kept for the purpose of continuity. Tamie Buckingham joined the meeting to participate in discussion of this issue.

DISCUSSION OF 2007 CONTINUING EDUCATION AUDIT AND PROCESS FOR FUTURE AUDITS – JILL REMY

At a previous meeting the Board issued a request for follow-up relating to the 2005-2007 continuing education audit. Michael Berndt informed the Board that Jill Remy, Office of Education & Examination, was not available to attend today's meeting. As a result Michael Berndt discussed this issue with the Board on behalf of Jill Remy. Discussion of issues relating to the 2005-2007 audit ensued.

Three (3) individuals that were subject to the 2005 – 2007 audit cannot be located by the Department and as such have failed to provide evidence of compliance with continuing education requirements for renewal. The Board agreed that the licenses of these three (3) credential holders be placed on hold.

**APPEARANCE – TAMIE BUCKINGHAM, DRL CREDENTIALING
SPECIALIST**

Tamie Buckingham, Credentialing Specialist appeared before the Board to pose questions and to participated in discussion of the topics listed below.

**Review of Coursework Tools Used in the Evaluation of Foreign Trained Physical
Therapist and Physical Therapy Assistants**

The Board reviewed coursework tools in order to identify how the evaluation services handle evaluations of foreign trained applicants. The Board indicated that the evaluation services should use the coursework tool appropriate to the year the individual graduated.

Review Evaluations received by the Other Board Approved Evaluation Services

The Board deliberated whether to limit its acceptance to one evaluation service as opposed to the utilization of all four which are currently accepted. The Board determined that it will maintain its flexibility and continue to accept all four services thus allowing the consumer to obtain evaluation services from any of the available providers.

Review of the TOEFL Requirements

The Board reviewed a question from Tamie Buckingham regarding existing criteria for the TOEFL iBT examination and clarification of continuing criteria. The Board felt that this topic would require further review by its credentialing liaisons. This issue may be addressed at a future meeting of the Board.

PRACTICE QUESTIONS

None.

INFORMATIONAL ITEMS

Mark Shropshire reminded the Board that the American Physical Therapy Association's (APTA) revised code of ethics will become effect on July 1, 2010 and can be found online at www.apta.org.

**CONTINUING EDUCATION AND EXAMINATION ISSUES THAT MAY BE
RECEIVED IN THE BUREAU AFTER MAILING OF AGENDA**

None.

**APPLICATION ISSUES THAT MAY BE RECEIVED IN THE BUREAU AFTER
MAILING OF AGENDA**

None.

PUBLIC COMMENTS

None.

CLOSED SESSION

MOTION: Jane Stroede moved, seconded by Enid Mistele, to convene to closed session to deliberate on cases following hearing (Wis. Stat. § 19.85 (1) (a)); consider closing disciplinary investigation with administrative warning (Wis. Stat. § 19.85 (1) (b), and Wis. Stat. § 440.205); consider individual histories or disciplinary data (Wis. Stat. § 19.85 (1) (f)); and to confer with legal counsel (Wis. Stat. § 19.85 (1) (g)). Enid Mistele-yes; Larry Nosse-yes; Mark Shropshire-yes; Jane Stroede-yes; and Michele Thorman-yes. Motion carried unanimously by roll call vote.

The Board convened into closed session at 11:35 a.m.

**RECONVENE INTO OPEN SESSION IMMEDIATELY
FOLLOWING CLOSED SESSION**

MOTION: Enid Mistele moved, seconded by Larry Nosse, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 1:46 p.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED IN CLOSED SESSION
IF VOTING IS APPROPRIATE**

**DELIBERATION OF MONITORING REPORTS RECEIVED IN THE BUREAU
AFTER MAILING OF THE AGENDA**

**KRISTI KNUTSON, PTA
REQUESTING FULL LICENSURE**

MOTION: Enid Mistele moved, seconded by Larry Nosse, to grant Kristi Knutson, PTA's request for full reinstatement of licensure. Motion carried unanimously.

**DIVISION OF ENFORCEMENT
CASE STATUS REPORT & CASE CLOSINGS**

None.

Consulting With Legal Counsel

Michael Berndt, General Counsel, was available and provided consultation to the Board as needed throughout the duration of closed session.

CONSIDERATION FOR REQUEST OF CE WAIVER OR EXTENSION FOR J.A.

MOTION: Larry Nosse moved, seconded by Enid Mistele, to grant J.A. a waiver of the continuing education requirements for the 2007-2009 biennium. Motion carried unanimously.

PHYSICAL THERAPIST ORAL EXAM

The Board conducted an oral examination for one physical therapy applicant.

VALIDATION OF EXAMINATION SCORES

MOTION: Jane Stroede moved, seconded by Enid Mistele, to validate the examination score for October 8, 2009 and issue a license when all requirements for licensure are met. Motion carried unanimously.

ADJOURNMENT

Prior to adjournment Mark Shropshire verbally granted authorization for Jeff Scanlan, Bureau Director, to sign the Board's orders, on behalf of Mark Shropshire, Board Chair.

MOTION: Enid Mistele moved, seconded by Jane Stroede, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:49 p.m.